



FOR CLERK USE ONLY
City Council
Item No. 9

CITY COUNCIL AGENDA FACT SHEET

Community Development

Department

April 20, 2010

Requested Date

1. Request:

Council Approval ☒Other (specify) ☐Information Only/
Presentation ☐Hearing ☐

2. Requested Action:

Authorize City Manager to execute agreement with Dieterich Post Company for a 60 month lease of (1) Xerox Wide Format 6604-5 Printer/ Scanner at \$445 per month for a total cost of \$26,700.00.

3. Fiscal Impact:

Revenue:

Increase ☐Decrease ☐

Cost:

Increase ☐Decrease ☐Does Not Apply ☒Source: Amount: Source: Amount:

\$445.00 per month

4. Reviewed By:

Finance Dept. on By: Comments: City Attorney on By: Comments:

Note: Back up must be submitted along with this form. Deadline is 5:00 p.m., 2 Fridays before the scheduled meeting date.

CLERK USE ONLY:

CITY COUNCIL DATE: Action ☐Consent ☐Hearing ☐Filing ☐Presentation ☐Other(specify) Reviewed by: City Clerk Date City Manager Date

CITY COUNCIL AGENDA REPORT

SUBJECT: New Wide Format Copier/Scanner Machine Lease

AGENDA DATE: April 20, 2010

REVIEWED BY: Armando G. Villa, Director of Community Development Dept.

PREPARED BY: Alejandro Espinoza, Engineering Technician

APPROVED FOR AGENDA BY: Victor Carillo, City Manager

RECOMMENDATION: The City Council is requested to take the following actions:
Authorize the City manager to enter into a contractual agreement with Dieterich Post Company for a 60 month lease of (1) Xerox Wide Format 6604-5 Printer/Scanner at \$445 per month for a total cost of \$26,700.

FISCAL IMPACT: The Community Development Department received a quote from Dieterich Post Company for the replacement of our old Xerox Wide Format 8830 Printer/Scanner Machine. By replacing this outdated 10 old year printer/scanner with new better model that fits our needs we will be able not just produce better a quality color scan & prints but as well save \$410 on monthly lease and furniture space. The monthly rental for the new wide format copier machine is \$445 for a lease of 60 months and \$99.00 for monthly service agreement a total of \$544 per month.

The contract will include a non-appropriation clause, which does not obligate the City legally for payment beyond the current fiscal year. The budget for the lease is contingent upon the availability of funding from which payment can be made.

BACKGROUND INFORMATION: (Prior action/information): The 60 month lease on the current Xerox Wide Format 8830 Printer/Scanner Machine expire back 2007 and currently running on month to month lease which the Bank extend this agreement only till April 23, 2010. But rather than buying out and old outdates machine & paying \$4,278.16 we proposed to trade in the current model for a better model. The new lease will include the returning of our current Xerox Wide Format 8830 Printer/Scanner Machine.

The current adopted budget reflects appropriations for the current Wide Format printer/scanner machine at \$855 per month & \$314 for monthly service. At this time Community Development Department looks for ways to reduce costs, we believe it prudent to trade this machine for a better model and for a less expensive price a total savings of \$625 per month.

Attachments

Lease Option Agreement

Agenda Item No. ____

Page ____ Of ____



an ARC company

April 8, 2010

City of Calexico
Richard Reno
608 Heber Street
Calexico, Ca 92231

Dear Richard,

Attached you will find the proposal for the NEW Xerox 6604 system. We are also including, per your request your lease options *including the returning of your current Xerox 8830 system to the leasing company.*

Your current monthly expenditures for your Xerox 8830 (including service) are: **\$1,169.00**

Current Monthly Payment:	855.00
Current Monthly Service:	<u>314.00</u>
	\$1,169.00

We are proposing the Xerox 6604 system:

Proposed options:

Xerox 6604 System & Service (printer and color scanner) based on a 60 month term:

\$1.00 buyout lease option:

New Monthly Payment 60 months \$1.00 out:	445.00
New Monthly Service:	<u>99.00</u>
Total	\$ 544.00

FMV lease option:

New Monthly Payment 60 months FMV:	410.00
New Monthly Service:	<u>99.00</u>
Total	\$ 509.00

MONTH SAVINGS = \$625.00

*The equipment features as well as the lease monthly options on both devices are listed in proposals and again *include the returning of your current Xerox 8830 system to the leasing company.*

Please feel free to contact Kassey or myself with any questions you or your team may have.

Sincerely,

Doug Elffers
Vice President, Sales
Dieterich-Post Company



DIETERICH-POST COMPANY
P.O. BOX 155
616 Monterey Pass Road
Monterey Park, CA 91754-2427
626-289-5021 * Fax 626-282-4569
www.dieterich-post.com
DUNS #03-428-5671 * FED. I.D. #95-4657871

Quality & Service Since 1917

Lease Option

* Please reference this quote number when ordering *

261468

Attn: ARMANDO VILLA Phone: 760-768-2180

April 01, 2010

CITY OF CALEXICO

608 HEBER AVE

CALEXICO CA 92231

Account # CA1650

Description	Price	U/M
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Lease Payment Schedule

Term 60 Months	445.33	MO
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US Bancorp \$1 purchase option lease-\$0 security deposit

Documentation fee of \$79.50

Plus applicable sales and property taxes

6604-5 PRINTER W/O CONTROLLER

FEATURES:

- 4 "D" SIZE PRINTS PER MINUTE
- 600 DPI PRINT RESOLUTION
- ETHERNET 10/100BASE T
- DATA FORMATS (HPGL, HPGL/2, HP-RTL, TIFF 6.0, FX-MMR, VRF, VCGL, CALS1)
- PRINT DRIVERS (AUTOCAD 2000 & 2000i, 2002, 2004, 2006, AUTOCAD r14, WINDOWS: XP/2000/NT/98)
- SCANNER SPEED 3.0 IPS
- SCANNER RESOLUTION 600DPI
- ELECTRONIC COLLATION 99 SETS

6604-5 ACCXES CONTROLLER

6604-5 KIT (V.14.0)

6605DRWR 2ND DRAWER UPGRADE

6604PS POST SCRIPT OPTION

ZONE PRESERVER D5133NT 15A120V

FREIGHT/INSTALLATION/TRAINING

BUYOUT TO RETURN CURRENT XEROX

Continued.....



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Attn: ARMANDO VILLA Phone: 760-768-2180

April 01, 2010

CITY OF CALEXICO

608 HEBER AVE

CALEXICO CA 92231

Account # CA1650

Description	Price	U/M
<u>DIETERICH-POST PARTNERSHIP ON-SITE AGREEMENT</u>		

- \$ 99.00 PER MONTH
- \$ 0.12 PER SQUARE FOOT

THE SQ FT CHARGE WILL BE INVOICED MONTHLY IN ARREARS AND
WILL RUN FOR TWELVE CONSECUTIVE MONTHS. POS AGREEMENT COVERS
PARTS, LABOR AND TRAVEL REQUIRED TO MAINTAIN THE XEROX
PRINTER FOR A TWELVE MONTH PERIOD

PLUS

**AGREEMENT INCLUDES: TONER, DEVELOPER,
BOND PAPER AND DELIVERY**

IF YOU AGREE TO THE ABOVE QUOTE, PLEASE SIGN TO ACCEPT
AND FAX BACK TO 800-688-3729

SIGNATURE/DATE

Plus Applicable Sales Tax

This Quotation is firm until: April 15, 2010

Estimated delivery from receipt of order: 5-7 DAYS ARO

F.O.B. SHIPPING POINT

Terms: NET 30 DAYS

Sales Rep: Kassey Wunderlich

Use of a credit card to pay for this transaction may incur an additional fee